

Michigan State
Administrative Board

Lansing, Michigan

April 1, 2003

A regular meeting of the State Administrative Board was held in the State Capitol, Senate Appropriations Room, 3rd Floor, on Tuesday, April 1, 2003, at 11:00 a.m.

Present: Kelly G. Keenan, Chief Legal Counsel, representing Jennifer M. Granholm, Governor, Chairperson

Lynda Rossi, Chief of Staff, representing John Cherry, Lt. Governor Susan Leffler, Assistant Attorney General for Law, representing Michael A. Cox, Attorney General

Mary G. MacDowell, Director, Financial Services Bureau, representing Jay B. Rising, State Treasurer

Joseph Pavona, Director, Bureau of Administrative Services, representing, Terri Lynn Land, Secretary of State

Carol Wolenberg, Deputy Superintendent for Administration, representing Thomas D. Watkins, Superintendent of Public Instruction

Leon Hank, Chief Administrative Officer, representing Gloria J. Jeff, Director, Department of Transportation Sherry Bond, Secretary

Others Present:

Wes VanMalsen, Department of Career Development; Dennis Fox, Lieutenant Governor's Office; James Burris, Kathy Jones, Janet Rouse, Department of Management and Budget; Connie Hanrahan, Pam Lavender, Darby Schlagheck, Department of Transportation; Joe Fielek, Department of Treasury; Jim Bliss, Dickinson, Wright, P.L.L.C;

1. CALL TO ORDER:

Mr. Keenan called the meeting to order and led the Pledge of Allegiance to the Flag.

2. READING OF MINUTES OF PRECEDING MEETING AND APPROVAL THEREOF:

After discussion, Ms. Leffler moved to change Paragraph 2 of Page 16 of the minutes of the meeting of March 4, 2003 from "Finance and Claims Committee" to "State Administrative Board" and add "to address potential legal concerns" to the motion. Mr. Pavona supported the motion. Mr. Hank abstained because he

was not in attendance at the meeting of March 4, 2003. All other Board members voted aye. The motion passed, 6 votes aye, 1 abstention.

Ms. Rossi moved to adopt the minutes of the State Administrative Board for the meeting of March 4, 2003 as amended and March 18, 2003 as distributed. Ms. Wolenberg supported the motion, and it was unanimously adopted.

3. HEARING OF CITIZENS ON MATTERS FALLING UNDER JURISDICTION OF THE BOARD

None

4. COMMUNICATIONS:

Ms. Wolenberg moved to accept the correspondence from Joseph Fielek, Department of Treasury, Regarding Continuing Disclosure Pursuant to Securities and Exchange Commission Rule 15c2012. Ms. Leffler supported the motion, and it was unanimously adopted.

5. UNFINISHED BUSINESS:

None

6. NEW BUSINESS:

Retention and Disposal Schedule (s):

Department of Community Health
Bureau of Laboratories, 2/20/03
Division of Vital Records and Health Data, 2/18/2003
Department of Consumer and Industry Services, Financial Services Division,

1/8/03

Ms. Leffler moved the State Administrative Board approve the Retention and Disposal Schedules. The motion was supported by Mr. Hank and unanimously adopted.

7. REPORTS AND RECOMMENDATIONS OF COMMITTEES:

(Please see the following pages)

Ms. MacDowell presented the Finance and Claims Committee Report covering the regular meeting held March 25, 2003. After presentation and review of the forgoing Finance and Claims Committee Report, Ms. MacDowell moved that the Finance and Claims Committee Report covering the regular meeting held March 25, 2003 be approved and adopted. The motion was supported by Mr. Pavona and unanimously approved.

Ms. MacDowell presented the Building Committee Report covering the regular meeting held March 26, 2003. After presentation and review of the forgoing Committee Report, Ms. MacDowell moved that the regular Building Committee Report of March 26, 2003 be approved and adopted. The motion was supported by Ms. Leffler and unanimously approved.

Mr. Pavona presented the Transportation and Natural Resources Committee Report for the regular meeting of March 26, 2003. After presentation and review of the forgoing Transportation and Natural Resources Committee Report, Mr. Pavona moved that the Transportation and Natural Resources Committee Report covering the regular meeting held March 26, 2003 be approved and adopted. Supported by Ms. Leffler, the motion was unanimously adopted.

	adopted.	
8.	MOTIONS AND RESOLUTIONS	S:
	None	
9.	ADJOURNMENT:	
	Ms. Rossi moved the meeting be adjourned. The motion was supported by Ms Leffler and unanimously approved. Mr. Keenan adjourned the meeting.	
	SECRETARY	CHAIRPERSON